

Joint Task Force on Substitute Teachers

Roadmap of Meeting Dates, Topics, and Objectives (v8.09.2024)

Month	Topics	Objectives	Research Questions?
11-9-2023	<i>Introduction</i>	<ul style="list-style-type: none"> • Welcome • Introductions • Task Force Rules and Operating Procedures • Senate Bill 283 requirements • Discussion: <ul style="list-style-type: none"> ○ Purpose/goals ○ Questions/Information Requests ○ Data • Overview of OLIS • Overview of Public Records • Election of Chair 	
12-7-2023	<i>Substitute Teacher Statutory/Regulatory Landscape</i>	<ul style="list-style-type: none"> • Review work plan for Task Force • Statutory Background regarding Substitute Teachers <ul style="list-style-type: none"> ➢ Legislative Policy & Research Office • Overview of Substitute Teacher Licensure <ul style="list-style-type: none"> ➢ Teachers Standards & Practice Commission • Overview of Administration, Eligibility, and Reporting of PERS Benefits for Substitute Teachers in Oregon <ul style="list-style-type: none"> ➢ Public Employees Retirement System <p>Overview of Cost-Saving Analysis and Contracting Authority (ORS 279B.030)</p> <ul style="list-style-type: none"> ➢ Department of Administrative Services 	<p>Q: Survey school districts for how they engage substitute teachers.</p> <p>Q: Request most recent cost-saving analysis from school districts that procure a Third-Party Administrators (TPAs).</p> <p>Q: Request substitute teacher licensee data by type.</p>
1-8-2024	<i>How we employ substitute teachers/Use of Third-Party Administrators (TPAs)</i>	<ul style="list-style-type: none"> • Review work plan for the Task Force • Overview of Edustaff/ESS <ul style="list-style-type: none"> ○ Administrative Services ○ Professional Development ○ How many school districts have contracts? • Presentation on practices in other states related to employment of substitute teachers 	<p>Q: How are substitute teachers engaged by school districts in other states?</p> <p>Q: Do other states permit use of Third-party contracting? Procurement regulations?</p> <p>Q: Fee structure for ESS/Edustaff?</p> <p>Q: Benefits provided by Edustaff/ESS?</p> <p>Q: Why did/did not participate in House Bill 4030, 2022 grant funds?</p>
No Meeting in February 2024			

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3-14-2024	<i>Professionalization</i>	<ul style="list-style-type: none"> • Educational Advancement Council <ul style="list-style-type: none"> ○ Advancement of professionalization of substitute teachers ○ Current role or future role • TF Discussion: Professionalization of Substitute Teachers <ul style="list-style-type: none"> ○ Access to email; ○ Internet service; ○ Professional development (type, timing, and tracking); and ○ Performance Evaluation 	Q: Best Practices for integrating substitutes teachers as professional within a school environment/community?
4-11-2024	<i>Professionalization Continued</i>	<ul style="list-style-type: none"> • Substitute Teacher Licensure <ul style="list-style-type: none"> ○ Evaluation of licensure types ○ Oversight of licensed substitute teacher ○ Cont. Ed. Reporting Requirements • Review of HB 4030 (2022) <ul style="list-style-type: none"> ○ Oregon Department of Education • Substitute Teachers in Umatilla School District • Overview of ORSN Substitute Teacher Training Program • Review work plan for Task Force 	
5-9-2024	<i>Professionalization, Cost- Saving Analysis, and Alternative Models for Providing Substitute Teachers</i>	<ul style="list-style-type: none"> • Overview of Substitute Teachers in the Beaverton School District (Collective Bargaining Agreement) • Overview of Substitute Teachers in the Lincoln County School District • Continued Overview of Edustaff/ESS • Overview of Substitute Teachers in High Desert ESD • Discussion of Alternative models for providing substitute teachers or engaging substitute teachers: <ul style="list-style-type: none"> ○ Utilization of ESDs. ○ Expand regulatory and administrative oversight of Third-Party Administrators (TPAs) ○ Delaware HB 315 (2022) ○ Illinois ○ Other ideas • Review work plan for Task Force 	

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6-13-2024	<i>Cost-Saving Analysis and Development of Model Policy and Policy Recommendations</i>	<ul style="list-style-type: none"> • Review cost-saving analysis for school districts that contract with Third-Party Administrators • Overview of Final Report Process • Overview and discussion of draft Values, Findings, and Goals • Discussion of model policy to ensure that substitute teachers are supervised by licensed administrators. • Discussion of possible policy recommendations for standards for contracts for substitute teachers through Third-Party Administrators • Review work plan for Task Force 	
7-11-2024	<i>Draft Model Policy and Policy Recommendations</i>	<ul style="list-style-type: none"> • Finalize values, findings, and goals • Discussion of model policy to ensure that substitute teachers are supervised by licensed administrators. • Discussion of possible policy recommendations for standards for contracts for substitute teachers through Third-Party Administrators (TPAs) • Review work plan for Task Force 	
8-9-2024	<i>#2 Draft Model Policy and Policy Recommendations</i>	<ul style="list-style-type: none"> • Discussion of model policy to ensure that substitute teachers are supervised by licensed administrators. • Discussion of possible policy recommendations for standards for contracts for substitute teachers through Third-Party Administrators (TPAs) • Review work plan for Task Force 	
8-22-2024	<i>#3 Draft Final Report/Finalize Policy and Recommendations</i>	<ul style="list-style-type: none"> • Review and Discussion of final report • Finalize recommendations • Review work plan for Task Force 	
9-5-2024	<i>Finalize Recommendations</i>	<ul style="list-style-type: none"> • Finalize recommendations • Review work plan for Task Force 	
9-13-2024	<i>Finalize Report</i>	<ul style="list-style-type: none"> • Finalize and adopt report 	

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